

TO: TOWN BOARD SUPERVISORS

FROM: MARY ROSS

Date: June 6th, 2010

RE: Ambulance Director's Report
(May 1st – May 31st)

Town Board Members:

Events during the month of May include:

- I continued to spend a lot of time getting the new ambulance ready to put into service. It was putting the final touches together this month. Between labeling compartments and bins with equipment to writing cheat sheets to give the crew, to finding very particular types of containers, to getting all crew members to complete their orientation – it was a full month. The ambulance went into service on 5/26.
- The new patient cot arrived and the crew has been trained in on using it. It too has gone into service now that #509 is in service. The mounting brackets/braces as well as the battery charger were installed in #509. A new automatic blood pressure monitor has been purchased and the crew has trained with it and it also has been put into service.
- On 5/6, I attended the bid opening at the Town Hall for the VHF repeater and radios. Discussion with Fire Dept. officers on the time line of installation of this VHF system and our departments training for this conversion/rollover.
- On 5/11, a representative from the Office of Justice Administration (OJA) came to audit the paperwork of the hand-held VHF radios we purchased with an OJA grant. Everything was in order.
- At our 5/12 training meeting, Jennifer Croonborg asked to take time off (a leave of absence I guess) through the end of June. She explained the variety of reasons she was requesting this and everyone agreed she should have this time off. While it is not definite that she will return to being on-call on July 1st, she stated she would thoroughly think this through, knowing this is our busy “season” and that we need her back on duty.
- On 5/18, I attended a meeting in Washburn of all EMS Council ambulance directors (8 of the 10 EMT-B directors were there). It was a really good discussion of how each service handles scheduling, payment, retirement and educational opportunities for its members, as well as billing for calls. It was very informative, and I couldn't stay for the whole meeting (other topics were covered I'm sure). A summary is being written that will be given to all directors.
- As stated in last month's report, each member has a copy of the new policies & procedures manual. We agreed to take time at each meeting to go through 2 of these. No new skills are involved with any of these, they are just written in a very different format, with some changes in course of action. Patty Hobin agreed to put the manuals that are on each ambulance together in a much more succinct format.

Respectively Submitted,

Mary Ross
Ambulance Director